MINUTES

Kentucky Community and Technical College System
Board of Regents
April 27, 2001

Board Members Present:

Ms. Martha C. Johnson, Board Chair
Ms. Cynthia L. Read, Board Vice Chair
Mr. John R. Banks, Jr., Board Secretary
Mr. Richard A. Bean
Mr. William E. Beasley
Ms. Alesha A. Brittain

Ms. Cynthia E. "Cindy" Fiorella
Dr. John F. "Jack" Hanel
Ms. Penelope "Penny" Logsdon
Mr. Mark A. Powell
Mr. Donald R. Shuck, Jr.
Dr. Joseph B. Wise, III

Board Member Absent:

Ms. Lorna D. Littrell

CALL TO ORDER Board Chair Johnson called to order the meeting of the Kentucky Community and Technical College System Board of Regents at 10:05 a.m. (ET), April 27, 2001, in the Student Lounge of Meece Hall at Somerset Community College, Somerset, Kentucky. She announced that the press was notified of the meeting April 20, 2001, and that Beverly Haverstock, KCTCS General Counsel, would serve as parliamentarian.

MEETING HOSTS Chair Johnson thanked Dr. Jo Marshall, Somerset Community College President; and Dr. Carol VanHook, Somerset Technical College Director; and their staff for hosting the Board. She also thanked Mr. Mac Godby and the Cumberland Security Bank for their contributions to the Board's activities. Mr. Godby is the President of the Cumberland Security Bank and the Chair of Somerset Community College's Board of Directors.

COLLEGE Dr. Marshall and Dr. VanHook welcomed the Board to the college
PRESENTATION campuses and the Somerset area.

Dr. VanHook reported that Somerset Technical College offers seven degrees. The college will graduate 267 students in May. Among the graduates are 204 students receiving associate degrees, 12 of which are faculty and staff. Somerset Technical College is working with the community to offer a pre-licensing insurance school.

Dr. Marshall reported that Somerset Community College has over 2,300 credit-enrolled students and over 2,500 participants in community and economic development. She gave a brief description of the college's services to students, student involvement in activities and organizations, faculty and staff involvement in state and national activities and organizations, and the successes of the college's alumni. She reported that the college recently completed a Southern Association of Colleges and Schools (SACS) accreditation visit. Out of a possible 400+ recommendations, the college received only six.

Students Rayetta Bogle of Somerset Community College and Marsha Phelps of Somerset Technical College gave brief presentations on the opportunities postsecondary education has provided them. Ms. Bogle decided to obtain a college education after seeing the opportunities postsecondary education afforded her three daughters. She is the 2001-02 Student Government Association President for Somerset Community College. Ms. Phelps entered postsecondary education after the factory where she was employed downsized. She has completed her coursework and will graduate with honors at the May commencement ceremony. Ms. Phelps is now a KCTCS employee.

APPROVAL OF MINUTES

MOTION: Dr. Wise moved that the Board approve the minutes of the February 23, 2001, meeting. Mr. Banks seconded the motion.

VOTE: The motion passed unanimously.

ADDITIONS TO THE AGENDA

There were no additions or changes to the agenda.

PRESIDENT'S REPORT

President McCall reported that on April 17, 2001, Governor Patton, Council on Postsecondary Education President Gordon Davies, Georgetown College President William H. Crouch, Jr., and England's Regent's Park College Principal Paul S. Fiddes joined him to announce an academic collaboration between KCTCS, Georgetown College, and Regent's Park College of Oxford University in England. As a result of the *British Experience in Learning and Living* (BELL) partnership, students, faculty, and staff from KCTCS colleges will be eligible to study at one of the world's most prestigious institutions of higher education. Additionally, President McCall and Doncaster College Principal Terry Ashurst announced plans to develop a partnership between KCTCS and Doncaster College, a British polytechnic institution, to create study opportunities for students, faculty, and staff who specialize in technical fields.

In response to a request from the Council on Postsecondary Education, KCTCS has projected enrollment growth through 2020 to reach over 95,000 students. These projections include an approximate 7 percent growth rate per year through 2006.

The Ad Hoc Team on District Board Governance met April 25, 2001, in Bowling Green. The team approved a team charter that establishes the team objectives, success indicators, timeline, and a process for making recommendations to President McCall and the President's Leadership Team. Other agenda items included a review of HB 1 provisions for college boards, Board of Regents discussions and actions related to college or district boards, the current status of boards within districts, and a discussion of key issues involved in district board governance as KCTCS moves forward with consolidation of functions, services, and programs efforts.

President McCall reported that SACS reaffirmation visits for the community colleges are complete for 2000-01. The following technical colleges have now hosted 2000-01 COE reaffirmation visiting teams: Cumberland Valley, Hazard, and Mayo. Laurel Technical College will host a COE reaffirmation visiting team May 7-11, 2001.

He said that Project Unity resources currently are focused on improving KCTCS Student System procedures and performance and implementing the financial aid module. District and college student services staffs along with their enrollment management teams are working to coordinate best-practice registration procedures across KCTCS. Colleges are now processing financial aid applications in the new financial aid module, and aid will be awarded from the system for the fall 2001 term. This new system is fully integrated with the rest of the KCTCS Student System and will provide many automatic features for student services. The new reporting process, the Operational Data Store (ODS), is now being implemented in the System Office and at selected colleges. ODS access allows the colleges direct and unrestricted access to their own data without compromising the performance of the production system.

President McCall reported that finalists have been selected for the Ashland Community College President/Ashland Community and Technical College District Chief Executive Officer and the Maysville Community College President/Maysville Community and Technical College District Chief Executive Officer. Candidates are scheduled for interviews and campus visits in May. The search process for the chief administrative officer for Mayo Technical College is ongoing.

Other updates included in the President's Report:

- Council on Postsecondary Education meeting
- Strategic Needs Analysis Workshops
- Faculty promotion
- Community and Economic Development
- System grants
- Organizational structure

The President's Report in its entirety is attached.

CHAIR'S REPORT Chair Johnson announced that elections for student representatives to the Board occurred in March and April. The Student Regent Elect for the community colleges is Jeffery P. Butler from Southeast Community College. At Southeast, Mr. Butler is seeking an associate degree with emphasis on pre-physical therapy. In his campaign to serve on the Board of Regents, he emphasized such issues as increasing academic programs; expanding student activities; and promoting consolidation of functions, services and programs in community and technical colleges. The Student Regent Elect for the technical colleges is John Jelley from Central Kentucky Technical College, where he is an industrial electronic technology major. Mr. Jelley has a 4.0 GPA and a 100 percent attendance record. He is on the Director's Honor Roll and is a member of the National Vocational Technical Honor Society. In his campaign to serve the Board of Regents, he indicated that his primary interest was in student services.

The Kentucky Community & Technical College System Foundation, Inc., Board of Directors met on Tuesday, March 27, 2001. At the meeting, a Finance/Audit Committee was established to oversee and make recommendations to the Foundation's Board of Directors on the financial and investment activities of the foundation. Chaz Lavelle, Secretary-Treasurer, will serve as the committee chair. The Foundation's Board of Directors received an update on the major gifts campaign and was asked to assist in the selection of 75-100 external interviewees for the upcoming feasibility study for system-level initiatives. The 2001 President's Gala and Benefactors Awards Dinner has been scheduled for Saturday, November 3, 2001, at the Marriott Griffin Gate in Lexington. The next meeting of the foundation is scheduled for June 5, 2001.

Chair Johnson reported that in February, the CPE held a retreat for the public postsecondary education institutions' board chairs and vice chairs. The retreat was facilitated by Edward M. Penson, President, Penson-Strawbridge, Tallahassee, Florida. Ms. Read said that the retreat provided an opportunity to discuss transfer of credit issues with other board chairs and vice chairs.

EXECUTIVE COMMITTEE REPORT

Ms. Read presented the Executive Committee's report to the Board.

Revised Mission and Purpose Statement Henderson Community College

RECOMMENDATION: That the Board of Regents adopt a revised mission/purpose statement for Henderson Community College as presented on pages 42-47 of the agenda materials.

In compliance with KCTCS Board policy, Henderson Community College's mission statement originally was presented to the Board of Regents and approved on April 30, 1999. A Southern Association of Colleges and Schools (SACS) Visiting Committee in November 2000 recommended that the statement include student support services/educational support services to accurately reflect all components of the institution and that all KCTCS catalogs include the mission/purpose statement of Henderson Community College. The Henderson Community College Board of Directors adopted the revised mission/purpose statement by unanimous vote on February 23, 2001.

MOTION: On behalf of the Executive Committee, Ms. Read moved that the Board approve the recommendation. Ms. Logsdon seconded the motion.

VOTE: The motion passed unanimously.

Resolution Supporting the Comprehensive Community and Technical College in Northern Kentucky

RECOMMENDATION: That the Board of Regents adopt the resolution presented on page 49 of the agenda materials stating support for the comprehensive community and technical college in northern Kentucky that will be a multiple-location learning center.

The proposed resolution is based on NCHEMS Management Services, Inc., recommendations and the General Assembly's commitment to a comprehensive community and technical college in northern Kentucky.

In 1999, KCTCS obtained the services of NCHEMS Management Services, Inc., to conduct a study of the need for a comprehensive community and technical college in northern Kentucky. Results of the study indicate the need for such a college. Recommendations of NCHEMS Management Services, Inc., are consistent with the *KCTCS Mission, Vision,* and *Strategic Plan.*

Ms. Read said it is important to convey to the state and the northern Kentucky region that KCTCS is the entity to provide the educational access outlined in the NCHEMS recommendations. If approved, Chair Johnson will send copies of the signed resolutions to the Chambers of Commerce in northern Kentucky so that the region will clearly see the commitment of KCTCS to establish a comprehensive community and technical college in northern Kentucky.

Specifically, the resolution states the KCTCS Board of Regents' support for the comprehensive community and technical college in northern Kentucky, including purchasing land for and construction of a new Manufacturing Technology Campus having access to I-75; exploring the possibility of purchasing additional acreage at the existing Edgewood Campus for an Allied Health Center; creating partnerships with business and industry that are in close proximity to the airport; assuming the operations of the urban learning center and expanding educational opportunities in downtown Covington; reviewing the long-term use of the Highland Heights Campus; establishing, through an off-campus center, additional access to educational opportunities in Grant County; and establishing, through an off-campus center, additional access to educational opportunities in Pendleton County.

MOTION: On behalf of the Executive Committee, Ms. Read moved that the Board approve the recommendation. Mr. Banks seconded the motion.

VOTE: The motion passed unanimously.

Information: Proposed Revision to the Bylaws of the Board of Regents

Ms. Read stated that the Board took action at the September 16, 2000, Board meeting to align the terms of the Board's Officers with the System's fiscal year, July 1 to June 30. At that time, the Board did not specify term lengths for its officers. The proposed revision to Section 2.1 of the *Bylaws of the Board of Regents* would increase Board Officers' terms of office from one year to two years with elections being held on a biennial basis. The proposed revised Section 2.1 limits the number of consecutive terms that the Board's Chair can serve to two. The proposed revision to the *Bylaws* will be presented as an action item at the Board's June 29, 2001, meeting. The terms of the Board's present officers expire June 30, 2001.

Information: Renaming of the Hazard College District

Ms. Read reported that the request to change the name of the Hazard Community and Technical College District is the first since the Board adopted the *KCTCS Policy on Naming Colleges and Districts* at the February 23, 2001, Board meeting. President McCall received a letter from Edward Hughes, Hazard Community College President and Hazard Community and Technical College District Chief Executive Officer, requesting that the name of the Hazard Community and Technical College District be changed. Dr. Hughes' request stated the desire of the Hazard Community and Technical College District to change the district's name to the "Kentucky River Community and Technical College District." Attached to Dr. Hughes' letter was a resolution passed by the Hazard Community College Board of Directors on October 5, 2000, that also recommended changing the district's name. In accordance with the *KCTCS Policy on Naming Colleges and Districts* approved by the Board of Regents on February 23, 2001, the Naming Colleges Advisory Committee has reviewed the request.

The new name would link the district's campuses in Hazard, Hindman, Hyden, and Jackson, all of which are located on the north and middle forks of the Kentucky River. Additionally, the Hazard District is in the Kentucky River Area Development District. Including the words "community and technical" in the district name would set a precedent for use in other district names. The proposed name change will be presented as an action item at the Board's June 29, 2001, meeting.

Information: Board Meeting Calendar for 2002

Ms. Read presented proposed meeting dates for 2002 and pointed out a change to the dates listed in the agenda materials. The tentative Board of Regents meeting dates for 2002 are February 21-22, April 25-26, June 27-28, September 26-27, and December 5-6. The Board's meeting dates will be set at the June 29, 2001, Board meeting.

ACADEMIC AFFAIRS AND CURRICULUM COMMITTEE REPORT

Dr. Hanel presented the Academic Affairs and Curriculum Committee's report to the Board and distributed an updated program inventory to the Board.

Ratification of New Credit Certificate Program

RECOMMENDATION: That the Board of Regents ratify the approval of the following new credit certificate program for Hazard Community College: *Network Cisco Basic – CIP Code 11.0101*.

The Board of Regents' *Policy on Program Approval*, adopted April 30, 1999, specifies that the Board must approve all new programs that lead to the awarding of an associate degree or a diploma. The KCTCS President may approve new credit certificate programs upon recommendation by the Chancellors, with such approvals to be presented to the Board for ratification.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Hanel moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

VOTE: The motion passed unanimously.

New Program Proposals:

RECOMMENDATION: That the Board of Regents approve the following programs:

AAS in Radiography, Jefferson Community College

- AAS in Radiography for Jefferson Community College to be implemented in fall 2001.
- AAS in Information Technology (IT) with options in Electronic Commerce (E-Commerce), Networking, Programming and Information Systems Support for Prestonsburg Community College to be implemented in fall 2001.
- Diploma in Practical Nursing for Hopkinsville Community College to be implemented in fall 2001.

AAS in Information Technology, Prestonsburg Community College

Diploma in Practical Nursing, Hopkinsville Community College

Each program responds to current and projected job openings and requests from local and regional employers. Implementation for the programs is set for fall 2001. The AAS in Radiography is for Jefferson Community College. When the University of Louisville closed its allied health programs, the University requested that the radiography associate degree program be transferred to Jefferson Community College. The radiography program at Jefferson Community College will be the only radiography program in the Louisville metropolitan area.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Hanel moved that the Board approve the recommendation. Ms. Brittain seconded the motion.

VOTE: The motion passed unanimously.

Community and Technical Colleges' Candidates for Degrees, Diplomas, or Certificates

RECOMMENDATIONS:

- That the Board of Regents approve the technical colleges' candidates for credentials (degrees, diplomas, and certificates) with the credentials to be awarded to the candidates upon certification that the requirements have been satisfactorily completed (see Attachment A, pages 89-186 of the agenda materials).
- That the Board of Regents approve the awarding of credentials (degrees, diplomas, and certificates) to community college candidates who have met all requirements for programs approved by the Board of Regents, with the credentials to be awarded to the candidates upon certification that the requirements have been satisfactorily completed (see Attachment A, pages 89-186 of the agenda materials).
- That the Board of Regents approve the awarding of associate degrees to community college candidates who have met all requirements for programs approved by the University of Kentucky Board of Trustees, with the degrees to be awarded to the candidates by UK upon certification that degree requirements have been satisfactorily completed (see Attachment A, pages 89-186 of the agenda materials).

Dr. Hanel reported that for May 2001, the Board is considering 4,781 credentials for ratification. Of that number, 901 are certificates; and 1,268 are diplomas. The number of KCTCS Associate in Arts, Associate in Science, and Associate in Applied Science degrees is 849; and the number for KCTCS/UK degrees is 1,663. The total number of KCTCS Associate in Applied Technology degrees is 100. In May 2000, the technical colleges had 15 students applying for degrees and 205 applying for degrees in December 2000. In May 2001, the technical colleges' list of candidates for degrees totals 285. This is the first time the Board will ratify certificates. Many students are earning multiple certificates. He noted that the eight AS degrees listed for Elizabethtown Technical College (page 115 of the agenda materials) were AAS degrees.

MOTION: On behalf of the Academic Affairs and Curriculum Committee, Dr. Hanel moved that the Board approve the recommendations. Mr. Beasley seconded the motion.

Mr. Beasley called attention to page 169 of the agenda materials where Ms. Brittain's name is listed among those applying for credentials. He congratulated Ms. Brittain for the degree she will receive in May from Southeast Community College. Board members also noted that Ms. Marsha Phelps, the student presenter at the April 27, 2001, Board meeting, and Ms. Gina Tincher, the student presenter at the February 23, 2001, Board meeting, were also among the candidates applying for graduation.

VOTE: The motion passed 11 to 0, with Ms. Brittain abstaining from the vote.

Information: Policy on Admission to KCTCS Colleges

Dr. Hanel stated that the Committee reviewed a proposed policy on admission to KCTCS colleges. The proposed policy authorizes the President of KCTCS to work with the KCTCS leadership, staff, and appropriate faculty groups to promulgate admission procedures to implement the CPE admission guidelines. The policy will be presented to the Board for approval at the June 29, 2001, meeting.

FINANCE, ADMINISTRATION, AND TECHNOLOGY COMMITTEE REPORT

Chair Johnson requested Mr. Bean to report on Agenda Item J-4, "2001-02 Annual Operating Budget," before reporting on Agenda Item J-3, "2001-02 Tuition Rates and Fees."

Mr. Bean presented the Finance, Administration, and Technology Committee's Report to the Board.

Ratification of Personnel Actions

RECOMMENDATION: That the Board of Regents ratify the personnel actions that have occurred since its meeting on February 23, 2001, (see pages 205-213 of the agenda materials) with one correction: Mary Blaydes of Central Kentucky Technical college was appointed as an Instructor instead of Professor.

Mr. Bean reported that all hires were done in accordance within equal opportunities guidelines.

MOTION: On behalf of the Finance, Administration, and Technology Committee, Mr. Bean moved the approval of the recommendation. Mr. Powell seconded the vote.

VOTE: Chair Johnson called for a roll call vote. A roll call vote was conducted, and the motion was approved 10 to 0. Those in favor: Chair Johnson, Mr. Bean, Mr. Beasley, Ms. Brittain, Ms. Fiorella, Dr. Hanel, Mr. Powell, Ms. Read, Mr. Shuck, Dr. Wise. Ms. Logsdon abstained from voting because of her involvement in faculty promotions. Mr. Banks was not present to vote on the motion.

Revised Policy on KCTCS Employment

Mr. Bean reported that the Finance, Administration, and Technology Committee did not discuss the proposed revised *Policy on KCTCS Employment.*

2001-02 Annual Operating Budget

RECOMMENDATIONS:

- That the Board of Regents adopt the resolution regarding the *2001-02 Annual Budget* for the Kentucky Community and Technical College System. The resolution (see pages 223B-223C of the agenda materials) includes, among other things, operating budget authorizations totaling $408,428,600. Of that amount, $298,987,200 are unrestricted current funds and $109,441,400 are restricted funds.
- That the printed budget document be approved with one modification: The first bullet point under the heading "Expenditure Highlights" on page A-3 be amended by deleting the words "and 18A."

Mr. Bean reported that all Board members participated in the discussion of this item at the April 26, 2001, Finance, Administration, and Technology Committee meeting. The state funding level gives the System an opportunity to provide across-the-board salary increases for all employees with a merit-based component for an average 3 percent increase for KCTCS employees. The 2000-02 Budget Bill requires that the System's employees who are former 151B employees receive the same salary increase as state employees (5 percent).

Mr. Bean stated that the Finance, Administration, and Technology Committee desires to give all KCTCS equitable salary increases; however, due to financial constraints, the Committee's recommendation does not reflect that desire.

MOTION 1: On behalf of the Finance, Administration, and Technology Committee, Mr. Bean moved that the Board approve the 2001-02 annual budget recommendations. Mr. Beasely seconded the motion.

Much discussion took place regarding the issue of salary equity and the need to adequately fund program and other operational funding needs of the System.

Dr. Wise said that the System is progressing at a pace no one expected and that one reason for such progress is the System's employees. He encouraged the Board to find parity for workers wages. He would prefer to vote on the 2001-02 tuition rates and fees before voting on the 2001-02 annual budget because the annual budget is predicated on tuition rates and fees. Dr. Wise proposed the following amendment:

AMENDMENT 1 TO MOTION 1: That the Board vote on the budget in two components: (1) the revenue component and (2) the expenditure component. Dr. Hanel seconded the motion.

POINT OF ORDER: Mr. Beasley raised a point of order stating that he has never voted on a budget where the revenues and expenditures were separated and preferred that the Board not do so. Chair Johnson said that Mr. Beasley's point was well taken and that the amendment proposed by Dr. Wise was out of order. Therefore, the Board would continue discussion of the original motion.

POINT OF ORDER: Mr. Beasley requested that the Board consider the 2001-02 tuition rates and fees before voting on the 2001-02 annual budget. Chair Johnson said that Mr. Beasley's point of order was not well taken because tuition must be set at a level to meet budget requirements.

Discussion continued regarding revenue options to achieve salary equity. Increasing tuition and asking the colleges to absorb another decrease in their budgets were two options discussed.

To generate the amount of revenue necessary to provide all employees an average 4 percent salary increase, full-time tuition would need to be raised an additional $25 and the per credit hour rate raised $2 from what is recommended in the 2001-02 tuition rates and fees agenda material. This action would provide the flexibility needed for an across-the-board salary increase and a merit increase from a 4 percent pool. Salary increases could range from 2 percent to 6 percent. Having such a wide

range for merit increases reinforces the Board's insistence of and commitment to a merit system. Such flexibility is necessary in order for a merit system to be successful.

Chair Johnson called for a recess at 11:35 a.m. (ET). The Board reconvened at 11:42 a.m. (ET).

Following the recess, the Board members continued the discussion of the tuition increase to achieve salary increase equity. The student regents expressed support for the tuition increase option noting that even if increased, KCTCS tuition is still the most affordable in the state. Additionally, they noted that the faculty and staff were the foundation to the success of the quality programs and related services KCTCS provides. Other board members noted that salary increase equity is essential for the continued growth of a unified system of faculty and staff.

Other points made during the discussion include the fact that the differentiation between salary increases is legislatively driven and is beyond the Board's authority to change.

When asked how the proposed budget would need to be amended in order to award all employees equitable salary increases, President McCall responded that the operating budget authorizations would need to be changed from $408,428,600 to $410,297,600. The unrestricted funds would need to be changed from $298,987,200 to $300,856,200.

AMENDMENT 2 TO MOTION 1: Dr. Wise moved that the motion on the floor be amended to reflect the following changes to the budget resolution on pages 223B and 223C of the agenda materials: (1) that the total operating budget authorizations be changed from $408,428,600 to $410,297,600; and (2) that the total unrestricted funds be changed from $298,987,200 to $300,856,200. Mr. Shuck seconded the motion.

It was clarified that Board approval of Amendment 2 would mean that the Board is indirectly approving additional tuition increases.

It was noted that the Council on Postsecondary Education would like for KCTCS to increase tuition to a point where tuition represents 30 percent of the System's operating budget revenue. In order to reach that level, tuition would need to be increased to $924.

VOTE ON AMENDMENT 2 TO MOTION 1: Chair Johnson called for a roll call vote. Those in favor of Amendment 2 to Motion 1: Ms. Brittain, Ms. Read, Mr. Shuck, Dr. Wise, and Chair Johnson. Those opposed: Mr. Banks, Mr. Bean, and Mr. Beasley. The *Bylaws of the Board of Regents* prohibit faculty and staff representatives from voting on issues related to compensation; therefore, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, and Mr. Powell, did not vote on the amendment. Amendment 2 to Motion 1 passed.

VOTE ON MOTION 1 AS AMENDED: Chair Johnson called for a roll call vote. Those in favor of Motion 1 as amended: Mr. Beasley, Ms. Brittain, Ms. Read, Mr. Shuck, Dr. Wise, and Chair Johnson. Those opposed: Mr. Banks and Mr. Bean. The *Bylaws of the Board of Regents* prohibit faculty and staff representatives from voting on issues related to compensation; therefore, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, and Mr. Powell, did not vote on the motion. The motion as amended passed.

Chair Johnson said that the approved 2001-02 budget requires a tuition increase. The college leadership encouraged the Board to avoid operating budget reductions. The Board's student regents told the Board that the tuition increase was not that much and that their constituents would support the increase. The faculty and staff regents expressed concern about the impact of salary increase inequity. The Board was responsive to all of these issues.

Ms. Fiorella clarified that the changes in expenditures for salary increases were not reflected in the amended motion. The Board's action approved the salary increase pool, and the administration would work with the colleges to determine how to divide the pool between across-the-board increases and merit raises.

MOTION 2: Ms. Read moved that the following sentence, "Salaries and wages for employees in KCTCS will be increased an average of 3 percent, which includes an across-the-board increase of 2 percent and a merit pool of 1 percent," in the first bullet under "Expenditure Highlights" on page A-3 of the 2001-02 budget document be revised to read, "Salaries and wages for employees in KCTCS will be increased an average of 4 percent." Dr. Wise seconded the motion.

VOTE ON MOTION 2: Chair Johnson called for a roll call vote. Those in favor of Motion 2: Mr. Beasley, Ms. Brittain, Ms. Read, Mr. Shuck, Dr. Wise, and Chair Johnson. Those opposed: Mr. Banks. Mr. Bean voted "present." The *Bylaws of the Board of Regents* prohibit faculty and staff representatives from voting on issues related to compensation; therefore, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, and Mr. Powell, did not vote on the motion. The motion passed.

2001-02 Tuition and Fees

Mr. Bean reported that the Finance, Administration, and Technology Committee action at its April 26, 2001, meeting did not support the revised budget, and therefore the Committee did not have a recommendation for 2001-02 tuition and fees.

MOTION: Mr. Beasley made the following motion, which was seconded by Dr. Wise:

- That the Board of Regents approve the following fall and spring semester tuition and fees rates for 2001-02 for all KCTCS colleges:

	Resident	**Nonresident**
Full-time*	$725	$2,175
Part-time**	61	183

  * For students enrolled for 12 or more credit hours
  **Rate per credit hour for students enrolled for fewer than 12 credit hours

- That the Board of Regents approve the following intersession/summer tuition and fees rates for 2001-02 for all KCTCS colleges:

	Resident	**Nonresident**
Full-time*	$365	$1,095
Part-time**	61	183

  * For students enrolled for 12 or more credit hours
  **Rate per credit hour for students enrolled for fewer than 12 credit hours

- That the Board of Regents approve the following per semester additional fees for 2001-02 at selected KCTCS colleges:

College	**Fee**	**Rate**
Hazard CC – Lees Campus	Housing and Dining	$1,750.00
Prestonsburg CC	Health	85.75
Southeast CC and Cumberland Valley TC	Health	75.00

The KCTCS President may approve changes in the health fees if the actual cost to KCTCS for providing these services changes.

- That the Board of Regents indicate the plan to establish tuition and fees rates for 2002-03 and 2003-04 based on a rate per credit hour, with no "full-time cap," and that the Board of Regents direct the KCTCS President to recommend those rates for Board of Regents action at the June 2001 meeting.

VOTE: Chair Johnson called for a roll call vote. Those in favor: Mr. Beasley, Ms. Brittain, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, Mr. Powell, Ms. Read, Mr. Shuck, Dr. Wise, and Chair Johnson. Those opposed: Mr. Banks. Mr. Bean voted "present." The motion passed.

Update: KCTCS Quarterly Financial Reports

Mr. Bean reported that revenues are slightly over projections, and total revenues represent 79 percent of the budgeted amount. Expenditures were reported as being slightly under projections and represent 72 percent of the projected amount.

Information: CPE 2002-04 Biennial Budget Development Timeline

Mr. Bean reported that the Council on Postsecondary Education has determined the timeline for presenting the 2002-04 budget request. CPE has established the following dates for KCTCS and the universities to formally submit capital projects requests, special initiative funding requests (i.e., funding in addition to benchmark funding), and planned tuition rates for 2002-04:

July 1, 2001	Capital projects
September 1, 2001	Special initiative funding
September 1, 2001	Planned tuition rates

EFFICIENCY, EFFECTIVENESS AND ACCOUNTABILITY COMMITTEE REPORT

Ms. Read presented the Efficiency, Effectiveness, and Accountability Committee's report to the Board. She reported that the Efficiency, Effectiveness, and Accountability Committee considered two quantitative waivers and one qualitative waiver. She stated that the Council on Postsecondary Education administers the *1997-2002 Kentucky Plan for Equal Opportunities in Postsecondary Education (Kentucky Plan)*, which monitors public university and college compliance with equal opportunities objectives. Automatic eligibility is continuous progress in three of four objectives in terms of hiring and student enrollment. A quantitative waiver shows continuous improvement in two of four objectives, and a qualitative waiver shows continuous improvement in fewer than two of four objectives. Ms. Read reported that the colleges' 2001 eligibility status is determined based on 1999 data.

*Hopkinsville
Community College
Quantitative Waiver*

RECOMMENDATION: That the Board adopt a resolution (see page 240 of the agenda materials) exercising its option for a quantitative waiver on behalf of Hopkinsville Community College for the 2001 calendar year under the waiver provision of KRS 164.020, Section (18), as implemented through Kentucky Administrative Regulation 13 KAR 2:060.

Ms. Read reported that the college is in compliance with the *Kentucky Plan* objectives based on data more recent than the 1999 data, which was used to determine 2001 eligibility status. Dr. Bonnie Rogers, Hopkinsville Community College President and Hopkinsville Community and Technical College District CEO, provided additional details regarding the waiver at the April 26, 2001, Efficiency, Effectiveness, and Accountability Committee meeting.

MOTION: On behalf of the Efficiency, Effectiveness, and Accountability Committee, Ms. Read moved that the Board approve the recommendation. Mr. Beasley seconded the motion.

Mr. Banks expressed concern that the college is in need of the quantitative waiver. It was noted that Hopkinsville Community College has made significant progress toward achieving *Kentucky Plan* objectives.

VOTE: Chair Johnson called for a roll call vote. Those in favor: Mr. Bean, Mr. Beasley, Ms. Brittain, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, Mr. Powell, Ms. Read, Mr. Shuck, Dr. Wise, and Chair Johnson. Mr. Banks opposed the motion. The motion passed.

Chair Johnson stepped aside as Chair and asked Mr. Banks to serve as Acting Chair in her absence.

*Maysville
Community College
Quantitative Waiver*

RECOMMENDATION: That the Board adopt a resolution (see page 250 of the agenda materials) exercising its option for a quantitative waiver on behalf of Maysville Community College for the 2001 calendar year under the waiver provision of KRS 164.020, Section (18), as implemented through Kentucky Administrative Regulation 13 KAR 2:060.

Ms. Read reported that the college's request provided information on four *Kentucky Plan* objectives and indicated that the college had achieved two of the four objectives since data was reported in 1999. Maysville Community College has made progress in faculty and student enrollment goals, but needs additional employment of African Americans in executive positions and in other professional positions to meet those goals. The college discovered that one employee in the

student services area was omitted from the data submitted to the Council on Postsecondary Education for 1999 data. By counting that employee, Maysville achieved three of the four objectives and would be automatically eligible for new programs.

MOTION: On behalf of the Efficiency, Effectiveness, and Accountability Committee, Ms. Read moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

VOTE: Acting Chair Banks called for a roll call vote. Those in favor: Mr. Bean, Mr. Beasley, Ms. Brittain, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, Mr. Powell, Ms. Read, Mr. Shuck, Dr. Wise, and Acting Chair Banks. Chair Johnson was not present to vote on the motion. The motion passed.

Northern Kentucky Technical College Qualitative Waiver

RECOMMENDATION: That the Board adopt a resolution (see page 279-B of the agenda materials) for a qualitative waiver on behalf of Northern Kentucky Technical College for the 2001 calendar year under the waiver provision of KRS 164.020, Section (18), as implemented through Kentucky Administrative Regulation 13 KAR 2:060.

Ms. Read emphasized the importance of achieving *Kentucky Plan* goals and reported that this is the first year for the technical colleges to be under the *Kentucky Plan.* Only one of the System's technical colleges achieved automatic eligibility status – Jefferson Technical College. Northern Kentucky Technical College is the first technical college to request a qualitative waiver.

Dr. Earl Wittrock, Northern Kentucky Technical College Director, provided additional details regarding the waiver at the April 26, 2001, Efficiency, Effectiveness, and Accountability Committee meeting. The Efficiency, Effectiveness, and Accountability Committee members complimented the college's efforts to achieve *Kentucky Plan* goals and recommended that the plan be shared with other colleges. The college increased African American student enrollment from 12 to 27, hired two African American faculty, and two "Other Professionals" to achieve three *Kentucky Plan* objectives.

MOTION: On behalf of the Efficiency, Effectiveness, and Accountability Committee, Ms. Read moved that the Board approve the recommendation. Ms. Fiorella seconded the motion.

Acting Chair Banks commended the college for its efforts to achieve *Kentucky Plan* objectives.

VOTE: Acting Chair Banks called for a roll call vote. Those in favor: Acting Chair Banks, Mr. Bean, Mr. Beasley, Ms. Brittain, Ms. Fiorella, Dr. Hanel, Ms. Logsdon, Mr. Powell, Ms. Read, Mr. Shuck, and Dr. Wise. Chair Johnson was not present to vote on the motion. The motion passed.

In June 2001, the Northern Kentucky Technical College qualitative waiver will be considered by the Council on Postsecondary Education Committee on Equal Opportunities.

Information: Transfer Report

The Efficiency, Effectiveness, and Technology Committee did not discuss the transfer report.

Acting Chair Banks stepped aside and requested that Vice Chair Read serve as Acting Chair until the return of Chair Johnson.

Acting Chair Read called for a recess at 12:45 a.m. (ET). Chair Johnson called the meeting back to order at 12:50 a.m. (ET).

COMMUNITY-DRIVEN EFFORTS TO CONSOLIDATE FUNCTIONS, SERVICES, AND PROGRAMS OF LOCAL COLLEGES

RECOMMENDATION: That the Board of Regents endorse the development of a Memorandum of Agreement for the consolidation of functions, services, and programs of Laurel Technical College, Somerset Community College, and Somerset Technical College and authorize the institutions to move forward to Stage II of the process.

President McCall said that he is pleased to bring to the Board a Stage I proposal for the consolidation of functions, services, and programs for Laurel Technical College, Somerset Community College, and Somerset Technical College.

The colleges' presentation is in response to a Board of Regents resolution adopted April 30, 1999, that encourages colleges that wish to do so "to bring forward for approval by the President and Board of Regents community – driven proposals to consolidate functions, services, and programs to better serve students and citizens of the Commonwealth."

Dr. Marshall reported that the district is ready to embrace consolidation of functions, services, and programs. She called attention to the Stage I booklet that provides evidence of the district's efforts toward and community support for the consolidation of functions, services, and programs. The community and the students expect the colleges to provide them with an integrated system of postsecondary education; and based upon their desire, Laurel Technical College, Somerset Community College, and Somerset Technical College request the Board's endorsement of consolidating the colleges' functions, services, and programs. On behalf of the colleges she requested permission to proceed to Stage II of the consolidation process.

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The colleges expect to maintain their separate missions and to be true to the functions that they were created to perform. The three colleges are the only public postsecondary institutions in the Lake Cumberland region and serve the citizens of a wide area of south central Kentucky.

Already the three colleges have cooperated on numerous projects and programs that required sharing resources and have worked on a five-year strategic plan. The colleges want to be an integral part of "a unified system of comprehensive community and technical colleges."

Dr. Marshall introduced members of the Somerset Community College Board of Directors who were present at the meeting: Charlene Harris, Vice-Chair, Somerset Community College Board of Directors; Paula Little; Brenda Steele; Pat McCoy; Chris Pierce, the student representative; Jean Bowdan; Ann Hollin Smith; and Conley Manning. She reported that Mac Godby, Chair of Somerset Community College Board of Directors, could not be at the meeting because of an out-of-town obligation. Also present was Mr. Ken Bean, Somerset/Pulaski County Chamber of Commerce Executive Director.

Mr. Edd McWhorter, Laurel Technical College Director, said this is the first semester that students could register for classes at any of the three colleges. Laurel Technical College and Somerset Technical College have worked together to gain approval of a joint degree program in law enforcement with Somerset Community College teaching the general education requirements. He reported that Laurel Technical College and Somerset Community College have arranged to share SACS-qualified business faculty. Next semester, Laurel Technical College faculty will teach four classes for Somerset Community College. Additionally, Somerset Community College faculty will teach the general education courses to the degree-seeking students at Laurel Technical College. These arrangements are working and benefiting the students and the community. Mr. McWhorter introduced Ken Smith, Mayor of London, as the representative of the Laurel Technical College Advisory Board and the London Chamber of Commerce.

Dr. VanHook called attention to the letters and resolutions supporting the colleges' consolidating functions, services, and programs that are part of the consolidation booklet. She said that Somerset Technical College and Laurel Technical College are the only technical colleges having a joint degree program. Faculty and staff have been involved with consolidation initiatives and have worked together to bring forth ideas related to the consolidation process. Dr. VanHook introduced members of the Somerset Technical College Advisory Board who were present at the meeting: Ron Toole, Somerset Technical College Advisory Board Chair; Susan Wilson; Ken Bean; Paul Hoffman; and Jack Evans.

Ms. Charlene Harris (Somerset Community College Board of Directors Vice Chair and President and CEO of First National Bank in Russell Springs) expressed great appreciation for the colleges and the contributions and services they make to the Lake Cumberland region.

Consolidation of functions, services, and programs will result in cost savings and produce graduates that are better qualified to succeed in the workforce.

Mr. Ken Smith (Mayor of London, Laurel Technical College Advisory Board Representative, and London Chamber of Commerce Representative) said that approximately 110 acres of land were donated in London to establish a community college site in the community. In addition to a newly constructed facility, construction of another facility is underway. The London community is looking forward to working with the Board, KCTCS, and the colleges to consolidate functions, services, and programs.

Mr. Ron Toole (Somerset Technical College Advisory Board Chair) said he is pleased that the faculty and staff of the three colleges are working together and finding areas of common interest to become more efficient resulting in more services to students. If the colleges are going to be a resource for the Lake Cumberland region that entices people to become part of local communities, it is essential that a climate of cooperation be demonstrated.

Mr. Ken Bean (Somerset/Pulaski County Chamber of Commerce Executive Director) said he supports having the community and technical colleges exist in the same system. The consolidation of functions, services, and programs of Laurel Technical College, Somerset Community College, and Somerset Technical College provides the opportunity to maximize each college's strengths. The colleges are working well with business and industry and customizing training and educational programs for business and industry. He said that the Chamber requests that the Board support and endorse the consolidation efforts and permit the colleges to move forward to increase the efficiency that comes along with consolidation of functions, services, and programs. The Chamber believes that the efforts of the three colleges will be vital to the economic development of the area.

Dr. Marshall recognized Ann Zwick and Terrie Wilson of Somerset Community College for their work coordinating and compiling the consolidation booklet and hosting the Board's meeting. She requested that the Board allow the colleges to be joined together to provide better educational experiences for the Commonwealth's citizens.

Chair Johnson thanked the presenters for their presence and comments.

MOTION: Mr. Beasley moved that the Board of Regents endorse the development of a Memorandum of Agreement for the consolidation of functions, services, and programs of Laurel Technical College, Somerset Community College, and Somerset Technical College and authorize the institutions to move forward to Stage II of the process. Mr. Banks seconded the motion.

VOTE: The motion passed unanimously.

APPOINTMENT OF 2001-02 BOARD NOMINATING COMMITTEE

Chair Johnson appointed a Nominating Committee to present a slate of nominees to the full Board at its June 29, 2001, meeting for the election of a Chair, Vice Chair, and Secretary and to recommend Board appointment for Treasurer. The terms of the Board's current officers expire June 30, 2001. Members of the Nominating Committee are Mr. Banks, Ms. Fiorella, and Dr. Wise. Chair Johnson indicated that she would chair the committee.

Chair Johnson announced that she is stepping aside as Board Chair. She believes that in order to keep a dynamic organization, change needs to occur. She has enjoyed serving as Board Chair and looks forward to completing the remaining two years of her appointed term as a member of the KCTCS Board of Regents.

NEXT MEETING

The next Board meeting is scheduled for June 29, 2001, at Madisonville Community College and Madisonville Technical College in Madisonville.

ADJOURNMENT

Chair Johnson thanked President McCall and his staff for helping the Board with its work. She also expressed appreciation to Dr. Marshall and Dr. VanHook.

MOTION: Ms. Fiorella moved that the Board adjourn. Mr. Powell seconded the motion.

VOTE: The motion passed unanimously, and the meeting adjourned at 1:20 p.m. (ET).

6/29/01
Date Approved by the
KCTCS Board of Regents

Signed Copy Available Upon Request
Martha C. Johnson, Chair
KCTCS Board of Regents

Signed Copy Available Upon Request
Beth R. Hilliard, Assistant Secretary
KCTCS Board of Regents

Signed Copy Available Upon Request
Michael B. McCall, Ed.D.
KCTCS President

KCTCS Board of Regents

Meeting Guests – April 27, 2001

President's Cabinet

Dr. Michael B. McCall, President
Dr. Keith Bird
Mr. Timothy R. Burcham
Dr. Candace S. Gosnell
Ms. Beverly Haverstock
Dr. Jon Hesseldenz
Ms. Beth Hilliard
Dr. Anthony L. Newberry
Mr. J. Kenneth "Ken" Walker

System Office Staff

Mr. Bryan Armstrong
Ms. Billie Hardin
Dr. Joan Lucas
Dr. Carolyn O'Daniel

College Representation

Elizabethtown Community College
Ms. Thelma White

Elizabethtown Technical College
Mr. Neil Ramer

Hopkinsville Community College
Dr. Bonnie Rogers

Jefferson Community College
Mr. Don Pack
Ms. Doris Stone

Laurel Technical College
Mr. Edd McWhorter

Maysville Community College
Mr. James J. Miller

Prestonsburg Community College
Ms. Nancy B. Johnson

Somerset Community College
Mr. Jonnie Blair
Ms. Jean Bowdan
Ms. Joyce Flynn
Ms. Paula Guffey
Ms. Pat McCoy
Dr. Jo Marshall
Ms. Terri Reynolds
Ms. Terrie Wilson
Ms. Ann Zwick

Somerset Technical College
Ms. Shawn Anderson
Ms. Marsha Phelps
Ms. Belinda T. Jones
Dr. Carol Ann VanHook
Mr. David Wiles
Mr. Tim Zimmerman

Southeast Community College
Ms. Margaret Billings

Others

Mr. Ken Bean
Ms. Rosalee Brock
Mr. Jack Evans
Ms. Charlene Harris
Mr. Paul Hoffman
Dr. Paula Little
Mr. Conley Manning
Mr. Jonathon Mills
Mr. David Patterson, TFA/AFT
Mr. Chris Pierce
Ms. Ann Hollin Smith
Mr. Ken Smith
Ms. Brenda Steele
Mr. Ron Toole
Ms. Susan Ramsey Wilson

President's Report

Board of Regents Meeting
April 27, 2001

Somerset Community College
Somerset, Kentucky

D.A.T.E.   *District ... Accountability ... Team ... Effectiveness*

"*The British Experience in Learning and Living*" (BELL)
KCTCS and Georgetown College hosted a news conference and other events on April 17, 2001, to celebrate the formal announcement of the academic collaboration among KCTCS, Georgetown College, and Regent's Park College of Oxford University in England. As a result of this partnership, students, faculty and staff from KCTCS colleges will be eligible to study at one of the world's most prestigious institutions of higher education.

Governor Patton and CPE President Gordon Davies participated in the announcement with Dr. McCall, Georgetown President William H. Crouch, Jr. and Regent's Park College Principal Paul S. Fiddes.

Additionally, KCTCS announced plans to develop a partnership with Doncaster College, a British polytechnic institution, to create study opportunities for students, faculty, and staff who specialize in technical fields.   Dr. Terry Ashurst, Principal of Doncaster College, also participated in the events of April 17, 2001.   See **attachments** for additional details on the "*British Experience in Learning and Living*".

Enrollment Projections Update
In response to the request of the CPE, KCTCS has projected enrollment growth through 2020 to reach over 95,000 students. These projections include an approximate seven percent growth rate per year through 2006. See the **attached** chart for details.

Strategic Needs Analysis Workshops
The last of three Strategic Needs Analysis (SNA) Workshops were completed on April 5-6, 2001. All KCTCS districts completed the SNA process by generating a Flexible Financing Plan that identified their key projects over the next five years and the potential funding sources that will be sought to implement the projects.

Projects were placed into one of the following categories:

- Student Needs
- Physical Facilities
- Equipment Needs
- Program Needs
- Faculty/Staff Enhancements
- Endowment
- Other

From an analysis of the Flexible Financing Plan, KCTCS will refine its agendas in four key areas:

- The 2002-2004 Biennial Operating and Capital Budget Request
- The Major Gifts Campaign
- Federal Grants and Contracts Proposals
- Reallocation and Privatization

This process followed a series of workshops last fall that focused on enhancing and matching institutional and district strategic plans to the KCTCS Strategic Plan. It also involved training on the implementation of the *RSVP Model* for institutional planning and effectiveness at the local level based on the model framework being implemented at the System level.

District Board Structure Update
The Ad Hoc Team on District Board Governance met April 25, 2001, in Bowling Green. The team approved a team charter that establishes the team objectives, success indicators, timeline and process for making recommendations to Dr. McCall and the President's Leadership Team. Other agenda items included a review of HB 1 provisions for college boards, Board of Regents discussions and actions related to college/district boards, the current status of boards within districts, and a discussion of key issues involved in district board governance as KCTCS moves forward with consolidation efforts.

Accreditation Update
The following community colleges have now hosted 2000-01 SACS reaffirmation visiting teams: Henderson, Hopkinsville, Elizabethtown, Paducah, Ashland, Hazard, Madisonville, Prestonsburg, Southeast, Maysville, Jefferson, and Somerset. This completes the community college 2000-01 reaffirmation visits.

The following technical colleges have now hosted 2000-01 COE reaffirmation visiting teams: Cumberland Valley, Hazard, and Mayo. Laurel Technical College will host a COE reaffirmation visiting team May 7-11, 2001.

Legislative Update
The 2001 legislative session adjourned March 23, 2001. The actions taken by the General Assembly had little or no direct impact on KCTCS.

Faculty Promotion Update
Promotions for the rank of professor in the technical college accelerated promotion process were effective March 1, 2001, for approved technical college faculty.

The regular promotion process for the technical colleges and the community colleges began February 8, 2001, with the submission of portfolios to college promotion committees. Approved promotions in rank will be effective July 1, 2001.

Council on Postsecondary Education Meeting Update
CPE took action on the following agenda items of interest to KCTCS at the March 19, 2001, meeting:

- **Key Indicators of Progress Toward Postsecondary Education Reform** that address the five questions guiding postsecondary education reform were adopted by the CPE. These indicators will tell us whether Kentucky's postsecondary education system is helping to improve the lives of Kentuckians, the quality of the communities in which they live and work, and the economic well-being of the state.
- **Postsecondary Education Trust Funds Investment Income** earned through June 30, 2001, was approved for allocation to the appropriate universities and KCTCS. KCTCS is eligible to access $460,528 of interest earned on the Workforce Development Trust Fund based on the same criteria related to the trust fund. KCTCS must match the investment income dollar-for-dollar.

Community and Economic Development Update
- **Workforce Alliance** – A "Workforce Alliance" has been formed to facilitate the workforce education and training services provided by Kentucky's workforce related public agencies. The Workforce Alliance includes KCTCS, the Cabinet for Workforce Development, the Economic Development Cabinet, and the Council on Postsecondary Education. Other state and local partners will be added in the future.

  Major Alliance goals are:

  - Identify and coordinate funding streams to make funding issues transparent to the business customer.
  - Coordinate human resources and maximize teamwork across agencies.
  - Identify and replicate best practices.
  - Provide training and professional development opportunities to cross-agency personnel.
  - Establish a cross-agency referral system that provides expeditious and effective services to the business customer and individuals.
  - Develop a marketing and public relations campaign.
  - "Scale up" successful programs to serve more workers needing workplace education and training.

  Currently, $500,000 can be accessed from the CPE's "Economic Development and Workforce Training Matching Program" funds as part of the strategic plan for adult education by meeting established criteria for workforce training. The training must be business and industry driven with strong partnerships in place, include an assessment plan, demonstrate cost sharing among partners, and include pathways for additional training services.

In April, Owensboro Community College received the first project approved by the Kentucky Workforce Alliance. The project is designed to provide the Kentucky Employability Certificate to 250 employees of Owensboro Mercy Health Systems, a leading Owensboro employer. The project, funded for $107,893, will provide WorkKeys assessments and targeted instruction to raise worker skill levels to directly align their skills with those required by the job.

- **The Employability Certificate** - In response to the growing need by Kentucky's business community for a certificate documenting workforce skills, the Kentucky Community and Technical College System and the Kentucky Cabinet for Workforce Development have developed the Kentucky Employability Certificate using ACT's WorkKeys System. The Employability Certificate will be offered at two levels, Gold and Silver. Three WorkKeys assessments (Reading for Information, Applied Math, and Locating Information) will be used for each of the certificate levels. The Gold Employability Certificate at the WorkKeys Level 5 will qualify individuals for 80 percent of the jobs profiled nationally. The Silver Employability Certificate at the WorkKeys Level 4 will qualify individuals for 50 percent of the jobs profiled nationally. The Employability Certificate has been endorsed by the Kentucky Workforce Investment Board and the Workforce Alliance. Ashland Inc. Foundation has contributed $120,000 to support this initiative.

- **Adult Education Transitions Group** – KCTCS joined with CPE and the Department for Adult Education and Literacy (DAEL) to form a workgroup to identify transition issues and barriers for the adult basic education student and to develop recommendations to address the issues and eliminate the barriers. The model program recommendations were presented in February to KCTCS, CPE, and DAEL representatives that will provide the framework for the development of new policies to create a seamless system from Adult Education to KCTCS.

- **Chafee Foster Care Independent Living Program** – KCTCS contributed to the development of the state's plan for implementing the federally funded Chafee Foster Care Independence Program. This program extends services to 18-21 year old youth who are or have been in foster care and includes providing financial assistance necessary to accomplish their established educational goals including vocational and other postsecondary training.

- **Ready to Work** – This KCTCS/Cabinet for Families and Children partnership received national recognition on April 6, 2001, when selected by the American Association for Women in Community Colleges as a 2001 Model Program Award recipient. Ready to Work was chosen by AAWCC as one of three model programs because "…we were impressed with your effort to serve high-risk, hard to serve recipients who are usually under-educated. The impact of your program is unquestioned." (AAWCC Model Programs Committee Chair).

System Grants Update
- **CAEL/Ford Foundation Project** - KCTCS and the Florida Community College System, in partnership with the Council for Adult and Experiential Learning (CAEL), has received a one-year grant from the Ford Foundation in the amount of $195,150 to

establish a model program ("Adult Learning Focused Institution" [ALFI]) designed to increase education opportunities for at-risk adult workers. The primary goal of the project is to develop model assessment tools that will identify the business community's education needs and the capability of local community and technical colleges to respond to those needs. The overall objective is to create alliances that will support adult workers and result in more adult workers achieving college degrees and certificates making them eligible to advance their careers or pursue new ones.

Project Unity Update

Project Unity resources are focused in two areas: (1) improving KCTCS Student System procedures and performance and (2) implementing the Financial Aid module. In the first, the emphasis is on ensuring that the upcoming registrations for the fall 2001 and the spring 2002 terms are carried out smoothly and efficiently and that students are admitted, given financial aid consultation, advised, registered for classes, and aided in paying or arranging for payment in as timely and seamless process as possible.

To make those goals reality, the following functional and technical steps are being taken. First, a KCTCS-wide registration plan is underway. All district and college student services staffs along with their enrollment management teams are now working to coordinate best-practice registration procedures across KCTCS. In our initial registrations with the new student system, little attention was given to the consistency of student experiences across KCTCS or to the effect that one college's procedures had on other colleges' operations. Since any student at any college can register and pay for classes at any other college in the system and many students enroll in classes at more than one college, it is important for seamless student services that all colleges operate in a coordinated manner. In addition, efforts are directed at allowing students as much time as possible to prepare for upcoming terms by encouraging all districts and colleges to have continuous operations in admissions, financial aid consulting, advising, registration, and payment procedures. District and college registration plans are being prepared for systemwide review; and a Project Unity team will work with the districts and colleges to help them use the KCTCS Student System functionality to best achieve the goal of efficient, student service oriented registrations.

Technical enhancements are being made to improve Student System performance in the advising, student financial, and reporting functions. New advising information is now available to faculty. Many new technology features, such as student schedules and faculty rosters by e-mail, will be part of the fall and spring beginning-of-term registrations. Grades will also be e-mailed to students starting at the end of this spring 2001 term.

Web-registration will be incorporated in the spring 2002 advance registration. Because the Web functions of the existing version of the KCTCS student system software are not as robust as the newer, better Web functions in the newly arrived next version of the software, and because of the heavy demands of implementing the new technology on the colleges while implementing the new Financial Aid module, it was determined that postponement of Web-registration was advisable.

The Financial Aid implementation is proceeding successfully. All colleges are now processing financial aid applications in the new system, and aid will be awarded from the system for the fall 2001 term. The new system is fully integrated with the rest of the KCTCS Student System and

will provide many automatic features for student services.   As a result of the new system, dependence on the University of Kentucky for financial aid processing for KCTCS colleges will be eliminated at the end of the summer 2001 term. This will mark the final break with the University of Kentucky on any essential operational matter.

The new reporting process, the Operational Data Store (ODS) is now being implemented in the System Office and at selected colleges. ODS access allows the colleges direct and unrestricted access to their own data without compromising the performance of the production system. On a daily basis, data is downloaded very quickly and efficiently from the production database to report tables on a separate server dedicated to reporting. This computer can be accessed through the Internet using a browser and an end-user reporting tool. Training is now being prepared for the general use of ODS by all the KCTCS colleges. ODS is the platform for the e-mail delivery applications mentioned above.

District Leadership Update
The search processes for both the Ashland and Maysville district President/CEOs are moving forward as the finalists for the on site interviews have been identified by the screening committees and Dr. McCall. Candidates are scheduled for interviews and campus visits in May, which will allow us to have the CEOs employed no later than July 1, 2001.

The search process for the chief administrative officer for the Mayo Technical College is ongoing. Preliminary interviews have been conducted and recommendations are being prepared for the consideration of the district leadership and Dr. McCall.

Organizational Structure Updates
KCTCS Administrative Policy 1.5, Section 1.5.5.1, states:

> *The divisional structure of each community college shall be developed by the college, approved by the president of the KCTCS, and reported to the Board of Regents.*

In accordance with this policy, Dr. McCall formally approved divisional restructuring at Hazard Community College, effective July 1, 2001. In order to provide better coordination, communication, and supervision of the academic programs and to provide equity among the divisions, five new divisions have been created on the Hazard Campus. Approved by the faculty on March 2, 2001, the new division structure is as follows:

Hazard Campus
Division of Humanities and Communications
Division of Natural and Physical Sciences and Mathematics
Division of Social Sciences
Division of Business and Information Technology
Division of Allied Health
Division of Developmental Studies and Educational Support

Lees College Campus
Division of AAS Technical Studies
Division of AA/AS Transfer Studies